

MEETING OF THE BOARD OF DIRECTORS
Northwest Forest Improvement Association
Meeting Minutes

Date: February 10, 2025

Time: 6:00 p.m.

Location: Northwest Forest Recreation Area

I. CALL TO ORDER

President Kyle Knupple called the meeting to order at 6:04 p.m.

II. ROLL CALL OF OFFICERS

- Present: Kyle Knupple, Adam Jacobs, Keri Praznik, Leisa Stokes, Trey Hart, Kevin Roach, Howard Rusche
- Absent: N/A

III. RESIDENTS PRESENT

- Daniel Holmes, Amanda Conway

IV. PUBLIC COMMENTS

- Amanda Conway sought clarification on access to pool and recreation area security camera access. The BOD clarified that only Board members have access with individual, trackable access codes in order to limit liability.

V. APPROVAL OF MINUTES

- REGULAR MEETING
 - Motion by Kyle Knupple seconded by Leisa Stokes to approve the minutes of the regular meeting of January 13, 2025. Motion carried at 6:05 p.m.
- EXECUTIVE MEETING
 - Motion by Kevin Roach seconded by Howard Rusche to approve the minutes of the executive session meeting of February 3, 2025. Motion carried at 6:06 p.m.

VI. ADMINISTRATIVE, FINANCIAL AND BOARD REPORTS VIA TREASURER KERI PRAZNIK

A. DUES AND FEES

- Current collection: \$38, 800.14
- Unpaid dues as of 1/31/25: \$101,848.00
- 90 days or more behind: \$31,788.60
- Number of active liens: 25
 - One lien paid off in January 2025

B. TOTAL EXPENSES INCURRED: \$6750.52, including:

- Operating expenses
- Pool pump motor: \$927.00
- Water leak at pool: \$526.00
- HOA admin fees: \$20.00
- County taxes: \$219.99

C. CURRENT BALANCE

- \$86, 305.85 as of 1/31/25

- D. Motion by Howard Rusche seconded by Trey Hart to accept treasurer's report. Motion carried at 6:35 p.m.

VII. OLD BUSINESS

- Tabled until next regular meeting.

VIII. NEW BUSINESS

- A. Consideration and possible action to changes related to the contracted management company for Northwest Forest, Horizon Management
- Motion by Adam Jacobs seconded by Leisa Stokes to transition management companies from Horizon Management to Fillips Firm, LLC. Motion carried at 6:16 p.m.
- B. Consideration and possible action towards the implementation of policy related to the Northwest Forest recreation area with regards to a Security Cameras Access and Use Policy
- Motion by Kyle Knupple seconded by Howard Rusche to create an access and use policy that stipulates security camera access be restricted to Board of Directors only. Motion carried at 6:22 p.m.
- C. Consideration and possible action towards the implementation of policy related to the Parks and Recreation Committee member(s), including roles and responsibilities.
- The Board of Directors will draft a policy to be presented at the next regular meeting for consideration.

IX. COMMENTS FROM BOARD MEMBERS

Trey Hart questioned the parking of cars on the side of Tram Road. The cars are reported to likely be members of hunting leases in the area, and the county seems to be handling all unauthorized vehicles appropriately.

X. ADJOURNMENT

The meeting adjourned at 7:16 p.m.

PREPARED BY: Leisa Stokes, Secretary